

Policy 7.01 Implementation Plan

Biennium Timeframe: July 1, 2006 to June 30, 2008

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year.
Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Note: On January 6, 2006, the RTCC meeting was held. During that meeting, in which 5 tribes had representation (Tulalip, Lummi Nation, Sauk-Suiattle, Samish & Nooksack), the determination was made that a 12 month schedule of 7.01 meetings would be agreed upon. The dates, which are included below, were to start on 1/31/06. The first meeting was scheduled to be at the Region 3 CSD office in Smokey Point. The tribes also agreed that to ease the burden on their representatives, that the morning would be dedicated to CSD & the Tribes meeting, with the afternoon being DCS & the Tribes meeting. The meeting held on 1/31/06 had the attendee from Tulalip (Helen Fenrich) present. The IPSS staff (Sharri Dempsey & Naomi Pierce) & DCS staff (Harry Welling, Patti Dalrymple & Ted Thornton) were also in attendance.

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1
1) Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.	<p>1a) Provide data regarding the number of mothers and fathers being provided services through Region 3 child support. How many paying cases? How much are they paying?</p> <p>1b) Provide a list of all cases associated with each of the 8 specific tribes for a twice yearly review to assure that all tribal members are correctly identified.</p>	<p>1a) Tribes will be better informed about their member's utilization of DCS services.</p> <p>1b) Tribes and DCS will be able to ensure Tribal members' cases are correctly identified as such.</p>	<p>1a) Ted Thornton As agreed upon, or requested</p> <p>1b) Ted Thornton/DCS Ed Wurtz/Nooksack David Hawkins/Upper Skagit Karen Burke/Lummi -----/Stillaguamish Steve Gobin/Tulalip Jennifer Paddock/Samish John Stephens/Swinomish Ronda Metcalf & Gloria Green/Sauk-Suiattle</p>	<p>1a) Reports are provided as requested by Tribes. Tulalip & Nooksack TANF programs have asked for this information and DCS staff sends it monthly around the 15th of each month. This will continue unless a request is made by the receiving tribe to stop.</p> <p>1b) Lummi Nation Child Support Program (LNCSP) requests this document on a quarterly basis. This has been delivered quarterly starting in 12/05 when DCS staff met with LNCSP. This too will go on indefinitely, until/unless a request to stop is received (per mutual agreement with DCS & LNCSP).</p>

2) Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce.	<p>2a) Job announcements sent to Tribal Human Resources (HR) offices.</p> <p>2b) Notify Tribal HR offices and tribal newspapers of scheduled test counseling for state employment registers.</p> <p>2c) Send the DOP web address to tribal newsletters and HR staff.</p> <p>2d) Outreach staff will meet with each Tribal HR or personnel staff to share DSHS opportunities and processes.</p>	2) Tribal members will be better informed about and able to compete for DCS employment opportunities as these arise.	<p>Jennifer Harvey/DCS HR Representative</p> <p>Rob Leon/DCS</p> <p>George Bailey/Nooksack</p> <p>David Hawkins/Upper Skagit</p> <p>Debbie Hillaire/Lummi</p> <p>----- /Stillaguamish</p> <p>Helen Fenrich/Tulalip</p> <p>Teri Horton/Samish</p> <p>Wayne Bill/Swinomish</p> <p>Karen Misanes/Sauk-Suiattle</p>	Employment opportunities are sent out by the Human Resource Representative for DCS as positions open and Ted Thornton from DCS continues to provide awareness of open positions to tribal representatives through informal communication (phone/email).
3) Work with tribes to determine the need for negotiation and/or implement local Tribal-State agreements, protocols, MOU's, contracts or processes.	<p>3a) Will the tribes consider accepting payroll deduction notices for their non-tribal employees?</p> <p>3b) DCS will provide training or overview of the State Child Support Program for each tribe's members to explain DCS processes and remedies.</p> <p>3c) DCS will provide training on Tribal TANF impacts on child support.</p>	<p>3a) More regular support collections for nonpaying employees.</p> <p>3b &c) Tribal members will be better informed about services DCS can provide for them.</p>	<p>3a) Ted Thornton with STRU assistance.</p> <p>3b) Ted Thornton</p>	<p>3a) Need formal agreements with each tribe to identify which tribes will accept payroll deduction notices for their non-tribal employees. On 10/18/05, Ted Thornton spoke with and reached an agreement with the Stillaguamish Court Administrator (Kevin Derrick) regarding the procedure to send wage withholds to Stillaguamish employers.</p> <p>3b&c) Trainings will be set up mutually by each tribe and the DCS liaison to the tribe. As the regional tribes continue to develop their social service and child support programs, DCS staff will continue to serve as a resource as requests are received. During 2004-2006 Ted Thornton has visited Lummi Nation, Nooksack, Tulalip, Stillaguamish, Swinomish and Upper Skagit to discuss the state child support program.</p>
5) Identify needs of American Indian clients and communities and whether current programs and policies meet these needs.	<p>5a) Continue to provide monthly outreach to Region 3 tribes who still desire outreach.</p> <p>5b) Explore alternative locations and methods to work with community members.</p>	<p>5a) In-person services can be provided to remotely located Tribal members.</p> <p>5b) Best processes and locations can be used to provide these services.</p>	<p>5a) Ted Thornton</p> <p>5b) Ted Thornton and representatives of each tribe.</p>	<p>5a) If outreach is requested, DCS staff is available to perform outreach functions to all eight regional tribes. Prior to 2005 outreach had been performed consistently, but when the office experienced a budget freeze, outreach was decreased to an as requested basis on February 22, 2005.</p> <p>5b) During the next year, DCS Liaison Ted Thornton is going to explore the options/availability of out-stationing staff in tribal offices, if the tribe would have a need or interest in doing something of this nature.</p>

	5c) Meet jointly with tribes on a quarterly basis to determine needs and assess progress of the 7.01 plan.	5c) Better services for individual Tribal members.	5c) Sharri Dempsey/IPSS	5c) On January 6, 2006, the RTCC meeting was held. During that meeting, in which 5 tribes had representation (Tulalip, Lummi Nation, Sauk-Suiattle, Samish & Nooksack), the determination was made that a 12 month schedule of 7.01 meetings would be agreed upon. Those dates are: 4/28/06 at Tulalip, 7/28/06 at Lummi, 10/27/06 at Upper Skagit, 1/26/07 at CSD Region 3. Note that the LNCSP has requested we meet at 6 month intervals to discuss 7.01 plans. The date noted above that shows Lummi as the host, is referencing a meeting for their TANF/Social Services associated employees. Attempts are currently being made by Ted Thornton to contact the latter to verify our attendance at the 7/28/06 meeting.
6) DCS will ensure that training opportunities are shared with tribes.	DCS Regional Training Coordinator will offer and coordinate training opportunities to include regional tribes.	Tribal Staff will have opportunities to attend state trainings.	Ted Thornton/DCS Linda Schroder/DCS regional training coordinator. HR's from each tribe.	Training opportunities received by the DCS Training Coordinator will be sent to the Tribal HR's as they are received and/or made available.
7) When changes occur within DCS regional tribal staffing, the Government to Government training will be required.	Staff to attend Government to Government training if working in the Tribal Unit.	DCS Staff will be better informed in Tribal Relations, resulting in increased value in the interaction between each tribe & DCS.	Linda Schroder/DCS regional training coordinator.	As of March 1, 2006, all requirements are met.
8) Priority of referrals to Lummi Nation Child Support	8A) DCS will send cases as requested by LNCSP 8b) DCS will send cases having an avenue of collection only available through LNCSP 8c) DCS will send cases ready for referral to LNCSP	Cases will be guided to the LNCSP to receive the appropriate venue for the cases to be worked.	DCS Staff – Ted Thornton, LNCSP – Kelly Jefferson	As of the summit meeting with DCS & LNCSP on 12/20/05, this item continues to be sufficiently fulfilled by DCS.
9) DCS will send 10 referrals to the LNCSP at the beginning of each month, and coordinate referring additional cases each month.	DCS staff will ensure that 10 referrals are being sent to the LNCSP each month.	A constant rate of referral to LNCSP would continue.	DCS Staff – Rob Leon LNCSP – Kelly Jefferson Reviewing quarterly to assure continued fulfillment of requirements.	Still on target each month, sending a minimum of 10 cases.

10) DCS will serve as a technical resource for LNCSP when LNCSP nears the point of accessing SEMS in their offices.	Upon the tribe's access being granted to SEMS, DCS will serve as a support mechanism in the use of SEMS by the tribal employees.	Enhanced communication and information sharing on case-specific matters efficiently.	DCS: Ted Thornton STRU: Brady Rossnagle LNCSP: Karen Burke	Brady & Ted discussed this with Karen in the meeting on 12/20/05. It was agreed that Karen would assist in the connection of Mike James (IT specialist with tribe) & someone from ESA IT. This connection has since been made and we're currently waiting for the finalized version of the data sharing agreement.
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